



City of *Hastings* Michigan

♦ Tim Girrbach,
Director of Public Services

(269) 945-2468
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201 E. State Street 49058

February 21, 2007

Mr. Brett A. Wisely
On-Site Wastewater Unit
Drinking Water and Environmental Health Section
Lansing Operations Division – Water Bureau
525 West Allegan Street
PO Box 30273
Lansing, MI 48909-7773

Re: Hastings Septage Receiving Plan

RECEIVED
MICH. DEPT. OF ENVIRONM.

FEB 26 2007

WATER BUREAU
DWEHS

- Pub Notice
~ 3/9/07.

Dear Mr. Wisely:

This letter is in response to your letter of October 9, 2006 requesting additional information on two items of concern in the "Draft" Septage Receiving Plan. They are as follows:

1. Fees:

The City of Hastings certifies that the fee structure, as calculated, meets the requirements specified in 1994 PA 451 (Part 117), Section 324.11708(5).

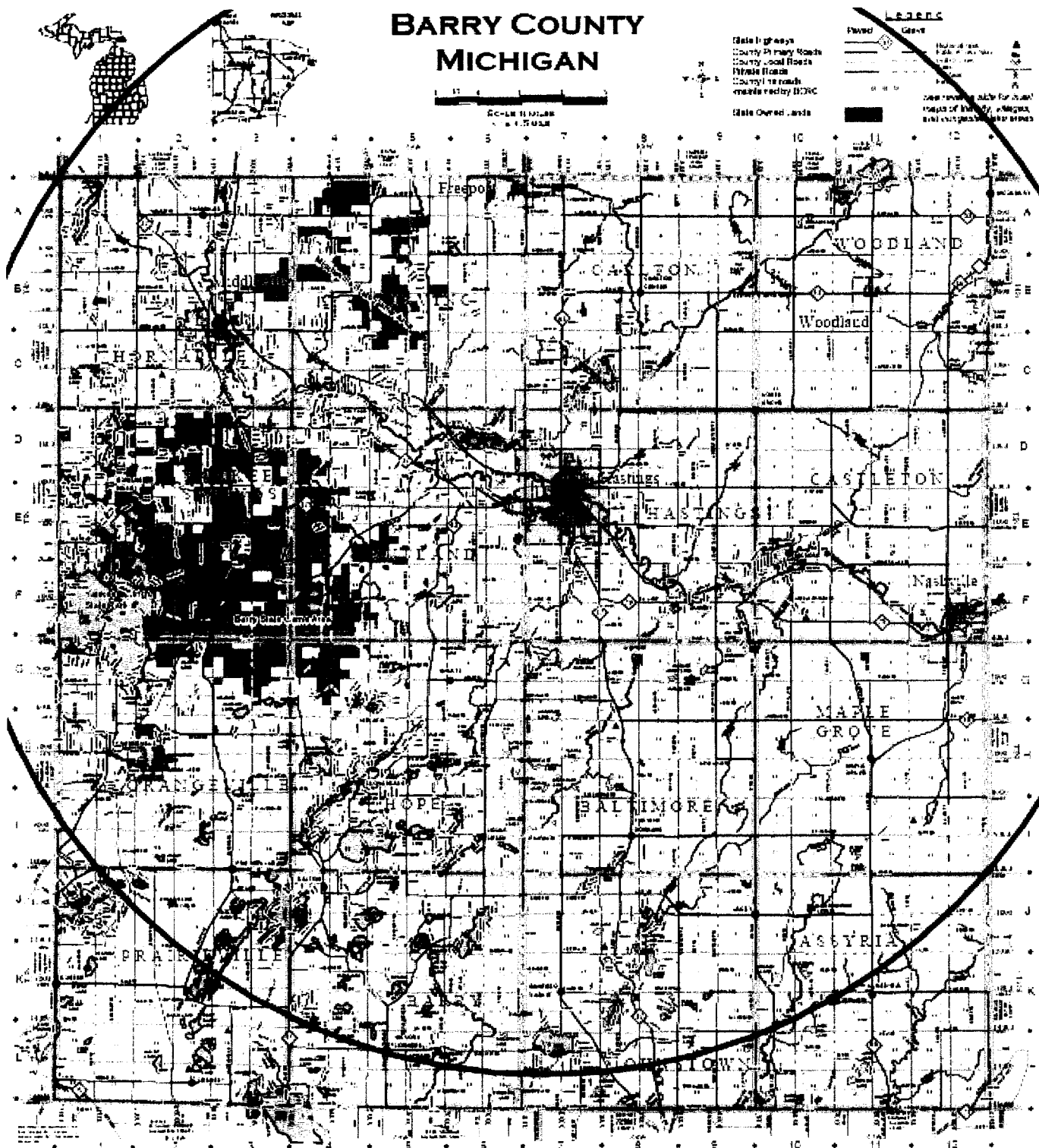
2. Receiving Facilities Service Area:

The City of Hastings septage receiving service district includes those areas in Barry County shown on the enclosed map that are within a 15 mile radius from the center of the City's wastewater treatment plant.

If you have any questions, or if I can help in any way, please call me.

Sincerely,

Tim Girrbach
Director of Public Services
City of Hastings



City of Hastings Septage Receiving Service District includes those areas in Barry County within a 15 mile radius of the City's Wastewater Treatment Plant.



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



STEVEN E. CHESTER
DIRECTOR

October 2, 2006

Mr. Tim Girrbach
Director of Public Services
Hastings Wastewater Treatment Plant
225 North Cass Street
Hastings, Michigan 49058

*With
Counil*

Dear Mr. Girrbach:

SUBJECT: Hastings Septage Receiving Plan

The Michigan Department of Environmental Quality's review of the above referenced plan is (finally) complete. There are two items that must be addressed before Hastings can receive approval to operate the facility. These are as follows:

1) Fees

Part 117, Section 324.11708(5) states, in part, as follows: A receiving facility may charge a fee for receiving septage waste. Beginning 1 year after the effective date of the 2004 amendatory act that added this subsection, the fee shall not exceed the actual costs of operating the receiving facility including the reasonable cost of doing business as defined by common accounting practices.

A review of fee structures from around the State of Michigan (see http://www.deq.state.mi.us/shr/receiving_stations.aspx?ShowAll=true) indicates that Hastings is among the highest cost facilities. Please certify that the fee structure, as calculated, meets the requirements specified in Part 117.

2) Please describe and provide a map of the receiving facility's service area.

Hastings may modify the plan as necessary to comply with the above requirements and proceed with public notice if so desired. Please provide a final copy once the public notice period has expired for our review and approval.

If you have any questions regarding this matter, please contact me.

Sincerely,

Brett A. Wiseley
On-Site Wastewater Unit
Drinking Water and Environmental Health Section
Lansing Operations Division
Water Bureau



TETRA TECH MPS

RECEIVED
MICH DEPT OF ENVIRONMENTAL QUALITY

MAY 4 2006

Water Division
Groundwater Section
WELL CONSTRUCTION UNIT

May 4, 2006

Mr. Matthew Campbell
Septage Program Coordinator
Michigan Department of Environmental Quality

RE: City of Hastings WWTP Septage Plan

Dear Mr. Campbell

Please find attached the proposed Septage Plan for the City of Hastings WWTP. The plan has been reviewed by the City's management and our consultant engineer. Please review and provide any comments or changes you wish to see implemented. Following your review we will seek board approval and public notice the plan. Once finalized we will submit the plan for your final approval and implementation. If you have any questions or concerns, please do not hesitate to call me at 810 252 8884.

Sincerely

H. Blair Selover
Tetra Tech MPS
Plant Operations Manager
710 Avis Drive
Ann Arbor, MI 48108

CC: Brett Wiseley

DEQ Septage Receiving Facility Checklist

Page 1

Name of Septage Receiving Facility:

Hastings WWTSP

DEQ Reviewer: BAW

Review Date: 9/27/06

Address of Septage Receiving Facility:

225 N. Cass Street

Hastings, MT 49058

Facility Contact: Tim Givvich, Dir. Pub. Serv.

Telephone Number:

269 948 9544

The following information must be submitted in the Operation Plan in order to receive DEQ approval:

<u>Requirement</u>	<u>Yes</u>	<u>No</u>	<u>Comments</u>
1. Location of septage RF.	✓		
2. Hours of operation.	✓		
3. Categories of septage waste the RF will receive.	✓		
4. If food establishment septage is accepted, how is the RF ensuring that the FES meets the 1:3 ratio mandated by law? (Not OP req't.)		✓	
5. *Fee structure charged to hauler.	✓		
6. *Service area (septage acceptance) description of RF defined in detail.		✓	Fee is on high end - compare. Call attention to web website.
7. Notice of proposed operation plan:			
a) Was it mailed to county HD and legislative body of each city, village and township located in whole or in part of the service area?		✓	draft

accept. It should also include whether or not they accept septage pumped outside of the service area.
*8.d.(III). CSO-Combined Sewer Overflow and SSO-Sanitary Sewer Overflow.

City of Hastings Wastewater Treatment Plant Septage Receiving Plan

Draft - May 2006

City of Hastings WWTP Septage Receiving Plan

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I. SEPTAGE RECIEVEING FACILITY ADDRESS

The septage receiving facility is located at the City of Hastings Wastewater treatment Plant (WWTP) the Street address is 225 North Cass Street, Hastings MI 49058. The receiving station is located on the Northwest corner of North Cass and Apple Streets.

Contact person: Mr. Tim Girrback, Director of Public Services
 Telephone # 269 945 2468
 Fax # 269 948 9544

II. HOURS OF OPERATION

The septage receiving facility is open for receiving the septage from approved and permitted septage haulers during the following hours of operation:

Monday through Friday 7:00 AM to 3:00 PM

The septic receiving station is open year round seven days per week 24 hours per day for disposal of recreational vehicle waste and type III marine sanitation devices.

III. CATEGORY OF SEPTAGE WASTE FACILITY WILL ACCEPT

Disposal of septage in Barry County, Michigan is becoming a large problem. As land disposal sites become scarcer and many wastewater treatment plants refusing to accept septage. Independent septage haulers are having difficulty in disposing of waste. The Hastings City of WWTP is currently accepting septage waste at the WWTP. As long as it is cost effective and no NPDES permit issues related to the acceptance of septage arise the city intends to continue to provide the needed service of septage disposal. In 2005 estimates indicate the City accepted approximately 98,000 gallons of septage primarily from recreational vehicles. Assuming the station accepts 10 vehicles per day at 40 gallons per vehicle, over the course of 35 weeks per year. The City of Hastings currently provides this service to recreational vehicles in an effort to promote a cleaner greener Barry County. Recreation Vehicles dump fees are paid directly by the City of Hastings general fund.

This is what we accept:

- Household septage - the septage pumped from home septic tanks, recreational vehicles (RV), cesspool, portable toilet, type III marine sanitation device, or similar storage or treatment works that receives only domestic sewage.
- Sanitary septage from business or industry only on a pre-approved basis.
- All septage from pre-approved non-domestic sources may be pretested for permit parameters. The hauler shall pre-pay for testing the waste, prior to testing in accordance with the City of Hastings estimated cost for testing.

Compliance & Enforcement

- Permitted Septic haulers receiving permit control documents are subject to the same enforcement actions as sewer customers under the City of Hastings Industrial Pretreatment Program.
- Federal regulations [40 CFR 403.5 {a(1)}] prohibit non domestic discharges of pollutants to a POTW (WWTP), regardless of their mode of entry, that would cause pass through or interference. Waste hauler discharges to a POTW, fall within the scope of the General Pretreatment Regulations [40 CFR 403.8 {f} (1) and (2)]. These prohibitions apply not only to toxic pollutants, but also to excessive concentrations of conventional and non conventional pollutants. In addition, if the load has originated from a categorical industry, it remains subject to the EPA's categorical pretreatment standards (i.e., it cannot be introduced into the POTW unless it has been treated to the level prescribed by the applicable categorical standards). If the hauled waste received by a POTW is a "hazardous waste" as defined under the Federal Resource Conservation and Recovery Act (RCRA), the POTW must comply with federal requirements. For a complete discussion of the legal, administrative and technical methods of controlling hazardous wastes, see the EPA Guidance Manual for the Identification of Hazardous Wastes Delivered to Publicly Owned Treatment Works by Truck, Rail or dedicated pipeline.

Projected Septage Quantity

The basis of design for the Hastings WWTP indicates the following capacity for treatment:

Annual Average Flow	2.0 MGD
Maximum Monthly Flow	2.25 MGD
BOD Concentration	200 mg/l
Suspended Solids Concentration	180 mg/l
BOD Loading	3340 lbs/day Average
Suspended Solids Loading	3000 Lbs/day Average

The WWTP is currently receiving flows and loading of wastewater at rates considerably less than the design average capacity. The annual average load for year 2004 including RV waste was 1,880 lbs/day for BOD and 2020 lbs/day for suspended solids. Considerable treatment capacity is currently available for assimilation of potential load increases from receiving septage.

A preliminary assessment of the potential impact of septage handling on the WWTP operations was performed in 2005. The degree of impact on the plant operation will depend on the quantity of septage material received by the facility and the available treatment and biomass volume. The potential quantity of septage that may be received on a regular basis is unknown.

The WWTP currently has sufficient reserve capacity to accept loading of a limited amount of septage waste. The current annual average BOD load to the plant from wastewater is approximately 1400 lbs/day below the design average for the facility. The suspended solids load is approximately 980 lbs/day less than the design average. The plant should be able to readily assimilate and treat septage loads up to the annual average design loading of the system. The BOD component of the waste would be the most critical parameter of concern regarding treatment potential.

Allowing for some degree of reserve capacity for the system for normal load variations and for future wastewater increases to the plant, the facility should be able to manage a BOD increase due to septage of up to approximately 600-800 lbs/day. At current wastewater contribution levels, this would allow for a reserve capacity in the plant of approximately 660-860 lbs/day of BOD. An 800 lb/day BOD load due to septage input would equate to approximately 7 truck volumes of 2000 gallons each at the suggested design level BOD concentration of 7000 mg/l as cited in a USEPA survey. Without further experience at the plant with septage input, a target level of seven – 2000 gallon truckloads per day maximum is suggested for planning purposes. However, at this level of septage, the loads need to be managed so that all of the material is not introduced during one short time interval.

Sampling Test and Cost

Ideally, it would be preferable to sample each septage truck before it is dumped into the plant to determine if it would be toxic. Unfortunately, testing for individual parameters would most likely be economically prohibitive. The cost for individual tests are estimated below:

Total Suspended Solids	\$30
------------------------	------

Total Phosphorus	\$30
Carbonaceous Biochemical Oxygen Demand	\$30
pH	<u>\$10</u>
Total	\$100

This cost is to be borne by the hauler over and above the disposal cost. Obviously, this would prove prohibitively expensive to perform this analysis on every truck load. The City of Hastings will, however sample each hauler a minimum of four times per year to insure compliance and to build up the data for costing based on incoming septage. These samples should be tested for the above parameters as well as volatile total suspended solids, total solids, Total Heavy Metals specifically Cadmium, Copper and Zinc. The cost estimate for this analysis is estimated at \$150 per sample.

Based on the information currently available the following assumptions can be made.

1. Adequate septage treatment capacity is available at the WWTP.
2. Sampling of every truck would be prohibitively expensive. Each hauler sampled a minimum of four times per year for routine parameters would be sufficient. Unless adverse impacts are noted.
3. Non-domestic septage will be regulated under the Industrial Pretreatment Program, and most likely subject to additional and more frequent testing than the certified domestic septage wastewater. Those additional cost will be borne by the hauler.
4. No waste classified as hazardous under RCRA will be permitted for disposal at the POTW.
5. All domestic septage haulers will be permitted, prior to dumping any septage at the WWTP. This will not apply to domestic sources of less than 50 gallons.(i.e. Recreational vehicles)

Dumpage Cost City of Hastings Residents

Septage charges are based on flow and strength of the septage. Standard strength charges can be referenced in Resolution 2005-24. The table below shows the charges using the U. S. EPA standard septage strengths of BOD 7000 mg/L, TSS 15000 mg/L and PO4 250 mg/L. Therefore the charge for Hastings resident charge for septage is 0.073365 per gallon. A detailed description of charges is shown below.

City Resident Septage Surcharge Fees

June - November Current	BOD	TSS	PO4
SURCHARGE THRESHOLD	250	200	7.5
Estimated US EPA loadings	7000	15000	250
CHARGE	0.3	0.37	3.79
FACTOR	2025	5476	919.075
Total \$ surcharge per 2000 gallon load	\$140.45		
\$ surcharge per gallon	\$0.070223		
Domestic and flow charge per gallon	\$0.003142		
Domestic and flow charge per 2000 load	\$6.283420		
Total per 2000 gallon load	\$146.730271		
Total cost per gallon	\$0.073365		

Non Resident Dumpage Cost

Non Resident septage charges are based on the flow and strength costs. Standard strength charges can be referenced in City of Hastings Resolution 2005-24. The table below shows the approximate charges using the U. S. EPA standard septage strengths of BOD 7000 mg/L, TSS 15000 mg/L and PO4 250 mg/L. Therefore the charge for septage is 0.1467303 per gallon. A detailed description of non resident cost is show below.

City Non-Resident Septage Surcharge Fees

June - November Current	BOD	TSS	PO4
SURCHARGE THRESHOLD	250	200	7.5
Estimated US EPA loadings	7000	15000	250
CHARGE	0.6	0.74	7.58
FACTOR	2025	5476	919.075
Total \$ surcharge per 2000 gallon load	\$280.90		
\$ surcharge per gallon	\$0.140446		
Domestic flow charge per gallon	\$0.006284		
Domestic flow charge per 2000 gallon load	\$12.56684		
Total per 2000 gallon load	\$293.460542		
Total cost per gallon	\$0.1467303		

III. A. Application Procedures

Federal regulations [40 CFR 403.5 {a(1)}] prohibit non domestic discharges of pollutants to a POTW (WWTP), regardless of their mode of entry, that would cause pass through or interference. Waste hauler discharges to a POTW, fall within the scope of the General Pretreatment Regulations [40 CFR 403.8 {f} (1)and (2)]. These prohibitions apply not only to toxic pollutants, but also to excessive concentrations of conventional and non conventional pollutants. In addition, if the load has originated from a categorical industry, it remains subject to the EPA's categorical pretreatment standards (i.e., it cannot be introduced into the POTW unless it has been treated to the level prescribed by the applicable categorical standards). If the hauled waste received by a POTW is a "hazardous waste" as defined under the Federal Resource Conservation and Recovery Act (RCRA), the POTW must comply with federal requirements. For a complete discussion of the legal, administrative and technical methods of controlling hazardous wastes, see the EPA Guidance Manual for the Identification of Hazardous Wastes Delivered to Publicly Owned Treatment Works by Truck, Rail or dedicated pipeline.

A permit system is the most direct and efficient method of regulating waste haulers that discharge to a POTW. Implementing a permit system provides the opportunity to monitor and regulate haulers based on the treatment works operating conditions.

When a septic hauler request to dump their waste at the City of Hastings WWTP the Director of Public Services is required to perform the following:

Send a letter requesting the following information:

- Satisfactory evidence of liability insurance as described in section III B of the Septic haulers discharge permit.
- An affidavit for each vehicle which will dump at the WWTP. This will contain the information necessary to set the rate for disposal via tanker volume.
- A written certification the septage will be from domestic sources and not contain any industrial, commercial or hazardous waste.

* Its best management practice to include a copy of the septic haulers discharge permit which describes these requirements with the information letter.

III. B. Septic Haulers Discharge Permit Application

A copy of the application is provided below:

**City of Hastings
Wastewater Treatment Plant
225 North Cass Street
Hastings MI 49058
(269) 945-3083**

SAMPLE COPY OF THE SEPTIC HAULER DISCHARGE PERMIT APPLICATION

To the City of Hastings WWTP, Michigan:

Firm Name _____

Address _____

City, State, Zip _____

Federal Tax Identification Number _____

Address (if different from above) _____

City, State, Zip (if different from above) _____

Emergency Contact Phone Number _____

Authorized Representative / Title _____

The (firm name) _____ hereby requests a permit to discharge Domestic Septage into the City of Hastings WWTP facility.

Applicants must include the following information as part of the permit application

- A. The permittee must carry liability insurance, and provide satisfactory evidence of it to the City of Hastings, in such amounts and form as determined by the City of Hastings. Such insurance shall afford compensation for taking corrective action and for bodily injury and for property damage to third persons caused by accidental releases.
- B. An affidavit is required to be on file with the City of Hastings for each license truck prior to disposing of the waste affirming that only domestic septage wastes are being disposed of.

Date: _____ Signed: _____

Application approved and permit granted

Date: _____ Signed: _____

III. C. Sample copy of an Affidavit

STATE OF MICHIGAN)

) ss

County of Michigan)

I, _____, being duly sworn deposes and say that
(NAME)

I am the _____ of _____, located
(TITLE) (NAME OF FIRM OR BUSINESS)

at _____.
(ADDRESS)

I make this affidavit based on personal knowledge. I am authorized to make this affidavit on behalf of the above company, and further, state that I am licensed to haul and dispose domestic septic tank sludge waste by appropriate regulatory agencies pursuant to septic tank waste transportation requirements.

License Number _____

Tax ID Number _____

I further State that the waste being disposed of at the City of Hastings WWTP for disposal and processing contains only domestic septage waste approved by the receiving facility. These waste are not hazardous, industrial or commercial in origin and further, they do not contain toxics or other forbidden deleterious matter.

The licensed truck is described as _____ and
has a capacity of _____ gallons. VIN# _____

The foregoing statement has been read by me and its terms are fully understood. Further the above statements are true and to the best of my knowledge.

This statement is made subject to the penalty of perjury.

Subscribed and sworn to be this

_____ Day of _____ 20____.

Notary Public _____, County, Michigan.

My Commission Expires: _____.

III D. Permit Issuance

Upon receipt of a satisfactory evidence of insurance and a notarized affidavit form for each tanker, a permit may be issued to the hauler. The duration of the permit is generally one year but is subject to the discretion of the Director of Public Services.

Any special conditions that the director of Public services wishes to impose on a hauler should be included in Section 4 of the permit. I.e., the steam cleaning of tanks which are also licensed hazardous waste prior to the transportation of septic waste to the City of Hastings WWTP.

- Note:
1. The City of Hastings may require analysis of any hauled waste prior to acceptance.
 2. All permitted Septic haulers are subject to the same provisions as the industries as businesses included under the City of Hastings wastewater Treatment Ordinance.

Permit Number _____

A SAMPLE COPY OF SEPTIC HAULER DISCHARGE PERMIT

In Accordance with the provisions of the City of Hastings Wastewater Ordinances, Chapter 82, Article II

Waste Hauler Name: _____

Location Address: _____

Authorized Representative: _____

Is hereby authorized to discharge hauled domestic septage to the City of Hastings WWTP, located at 225 North Cass Street, Hastings MI 49058. In accordance with the conditions set forth in this permit. Compliance with this permit does not relieve the permittee of its obligation to comply with any applicable pretreatment regulations, standards or requirements under Federal, State or Local laws, including any such regulations, standards, requirements or laws that may become effective during the term of this permit.

Noncompliance with any term or condition of this permit shall constitute a violation of the City of Hastings sewer use ordinance.

This permit shall become effective on _____ and shall expire at midnight on _____.

If the permittee wishes to continue to discharge after the expiration of this permit, request must be filled for a renewal permit a minimum of 180 days prior to the expiration of the permit expiration date.

By: _____
Director of Public Works

Issued on this _____ day of _____, 20_____.

SECTION 1: Discharge Requirements

- A. The discharge of all hauled waste must be preformed at the following designated areas: City of Hastings WWTP dump station. Discharge to the City of Hastings sewer system at any other location is prohibited. The permittee must provide prior notice to the city of Hastings of the intent to discharge and the actual discharge must be supervised by plant personnel. In all cases, discharge may only be performed Monday through Friday 7:00 a.m. to 12:00 p.m. and 12:30 p.m. to 3:30 p.m.
- B. Hauled waste are subject to sampling by the City of Hastings. The hauler may also be required to suspend the discharging of wastes until the analysis is completed. The City of Hastings reserves the right to refuse permission to dump any load.

SECTION 2: Specific Limitations

- A. Any non domestic, commercial or industrial waste that may contain pass through pollutants or interference with the wastewater treatment plant operations or that violates Federal, State or local restrictions shall not be discharged to the wastewater treatment plant.
- B. The permittee is prohibited from discharging waste with the following characteristics.
- Having a pH lower than 5.5 or higher than 9.5
 - containing fats, wax, grease, or oil of petroleum origin, whether emulsified or not, in excess of one hundred (100) mg/L or containing substances which may solidify or become viscous at temperatures between thirty two (32°F) and one hundred and forty (140°F) degrees Fahrenheit or (0°C) and (60°C) degrees Celsius.
 - Containing any gasoline, benzene, naphtha fuel oil or other flammable or explosive liquids, solids or gases.
 - Having a temperature higher than 104°F or 40°C
 - Containing ashes, cinders, sand, mud, straw shaving, metal, glass rags, feathers, tar, plastics, wood, paunch, manure, or any other solids or viscous substance capable of causing obstructions or other interference with proper operations of the sewer system or the wastewater treatment plant.
 - Containing any Pollutant, including oxygen demanding pollutants (BOD, COD ect.) at a flow rate and/or concentration which will cause a pass through of pollutants to occur or an interference with the City of Hastings wastewater treatment facility's operations or sludge use and/or disposal practices.

- C. The permittee is prohibited from discharging waste which exceed the following limitations:

Arsenic	0.49 mg/L
Cadmium	0.041 mg/L
Chromium	0.50 mg/L
Copper	3.05 mg/L
Cyanide	0.86 mg/L
Lead	1.48 mg/L
Mercury	0.0002 mg/L
Nickel	4.74 mg/L
Silver	1.29 mg/L
Zinc	2.61 mg/L
Oil & Grease	100 mg/L

SECTION 3: Monitoring and Records

- A. The City of Hastings requires a source information list. The list shall contain information regarding the wastes from and the signature of each waste generator. The hauler shall also sign the form indicating that he has accepted no wastes other than those listed. The list may be reviewed by a city of Hastings representative prior to discharge. Failure to accurately record every load, falsification of data or failure to transmit the list to the plant operator prior to discharge may result in revocation of this permit.
- B. Any waste identified as coming from a non-domestic, commercial or industrial users, as defined in the City of Hastings Sewer Use Ordinance Sec. 82-191 may require sampling prior to pick up by the waste hauler and the results of that sampling submitted to the city of Hastings. The permittee must receive approval from the City of Hastings prior to pick up and hauling of said non-domestic, commercial or industrial wastes.
- C. The permittee shall retain records of all monitoring information, Source Information List, copies of all reports required by this permit and records of all data pertaining to hauled loads for a period of at least three years. This period may be extended by request of the City of Hastings at any time.

SECTION 4: Special Conditions

- A. The permittee must carry liability insurance and provide satisfactory evidence of it to the City of Hastings, in such amounts and form as determined by the City of Hastings. Such insurance shall afford compensation for taking corrective action and for bodily injury, and for property damage to third persons caused by accidental releases.
- B. An affidavit is required to be on file with the City for each licensed truck PRIOR to disposing of the waste, affirming that only domestic septage waste are being disposed of.

- C. The rate for disposal shall be based on the capacity of the tank irrespective of whether the tanks are full or partially loaded.

IV. PROCEDURES FOR RECEIVING SEPTIC WASTE

Upon entry into the City of Hastings WWTP a permitted hauler is required to report to plant operations personnel. The driver will complete the load log sheet prior to discharge documenting the time discharge begins and ends. Failure to initiate or complete the log sheet shall constitute a illegal discharge. If a septic hauler is required to sample the load, the WWTP operator will sample the load. The septic hauler may be instructed to split the sample for the haulers record. The operator will record the sample and provide the results to the hauler.

A. Fees

Haulers source information load sheets will be used to generate billing for septic haulers. Invoices will be sent out on a monthly basis and are payable to the City of Hastings. Charges for disposal services shall be billed monthly by the water department on the first days of the following month and shall be payable prior to the 21st day of that month. If not paid by the 21st day of the month billed, a ten percent penalty shall be added. Septic disposal invoices should be mailed to the City of Hastings Clerks office located at 201 East State Street, Hastings MI 49508 or paid directly at City Hall.

B. Source Information

Section 3A of the septic haulers discharge permit states that a source information list is required for each load of waste dumped at the City of Hastings WWTP. Upon entry to the City of Hasting WWTP the permitted septage hauler shall report to the operations staff and submit a source information list the completed form is then processed and filed by the WWTP.

SAMPLE SOURCE INFORMATION LIST

CITY OF HASTINGS WASTEWATER TREATMENT PLANT SEPTIC DUMPING SOURCE INFORMATION LIST

Waste Hauling Company Name _____ Waste Hauler Permit Number SV- _____

Date	Name and Address of Customer	Customer Phone Number	Source of Waste	Estimated Volume of Waste
1.	Name			
Date	Address			
	City/Zip			
2.	Name			
Date	Address			
	City/Zip			
3.	Name			
Date	Address			
	City/Zip			

I certify that the information listed here is true, accurate and complete. I am aware of the conditions and requirements of the Septic Haulers Discharge permit. I understand that failure to comply with the permit may result in immediate suspension of the permit and/or possible penalties as may be allowed by law.

DRIVER/OPERATOR _____ SIGNATURE _____

PLEASE PRINT

THIS SECTION TO BE COMPLETED BY CITY OF HASTINGS WWTP OPERATIONS
STAFF AT THE TIME OF DISCHARGE

DATE _____ TIME _____ INFORMATION COMPLETE _____

SAMPLE COLLETED _____ WASTE ACCEPTED BY _____

C. Pre-Approval of Non-Domestic Hauled Wastes

The City of Hastings will accept hauled waste from non-domestic septic tank customers on a pre-approved basis. The decision to accept waste is based on the nature of the non-domestic activity and any evidence that the waste is acceptable. ie, a sample may be taken for testing.

V. ENFORCEMENT RESPONSE PROGRAM

Table 7, as shown on the next page, serves two purposes for the City's Septage disposal program. First it identifies the anticipated violations and establishes the appropriate actions based on nature of the violation and other relevant factors.

Second it promotes the consistent and timely use of enforcement remedies which, in addition to eliminating uncertainty concerning enforcement, lessens the likelihood of a successful challenge based on charges of "selective enforcement" or harassment.

Use of the guide involves straightforward application of the following procedure:

1. Identify general types of violation (boldface), then select the specific noncompliant situation (from column 1).
2. Identify nature of the particular violation (from column 2)
3. Obtain appropriate responses, which escalate in an ordered manner as needed to ensure a return to compliance (from column 3).
4. Identify responsible official to apply and follow-up on the appropriate responses (from column 4).

Effectiveness Reassessment

The City will periodically re-evaluate the effectiveness of its enforcement response procedure relative to accomplishing existing and/or new program goals. This review will be conducted with the following objectives:

- Ensure violators return to compliance as soon as possible.
- Penalize noncompliant users for pretreatment violation.
- Deter future noncompliance.
- Recover any additional expense attributable to the noncompliance.

TABLE 7
ENFORCEMENT GUIDE

GENERAL VIOLATION SPECIFIC SITUATION	NATURE OF NONCOMPLIANCE	APPROPRIATE RESPONSES*	RESPONSIBLE
I. UNAUTHORIZED DISCHARGE			
A. No Permit, where required	1. User unaware of requirement; no harm to the WWTP or environment	a. Phone call; NOV with permit application form	S
	2. User unaware of requirement; no harm to the WWTP or environment	a. Cease and Desist Order	S, A
	3. Failure to apply continues after notification	a. AO with possible fine b. civil action and or criminal prosecution c. Suspend service	S A S, A
B. Failure to Renew Permit, Where Required	1. Application not submitted by due date	a. Phone call; letter within 15 days b. NOV within 45 days	S S
	2. Failure to reapply continues after notification	a. AO with possible fine. b. civil action and/or criminal investigation c. Suspend service	S A S, A
C. Discharge of Materials Other Than in Permit Applications, Where Required	1. Unintentional; no impact on WWTP or environment	a. NOV	S
	2. Harm to WWTP or environment; or evidence of intent/negligence	a. A.O., with possible fine b. Civil action and/or criminal prosecution	S A
	3. Recurring violation	a. Suspend service	S, A
II. Violation of Discharge Limits			
A. Exceedance of Specified Limit and/or General Discharge Prohibition	1. Isolated/ not significant	a. Phone call and or letter	S
	2. Isolated/significant; no harm to WWTP or environment	a. NOV b. AO, with possible	S S
	3. Isolated/Significant; no harm to WWTP or environment	a. AO, with possible fine	S
	4. Recurring; no harm to WWTP/environment	a. NOV b. AO with possible fine	S S
	5. Recurring/significant; harm to POTW or environment	a. Civil action b. Suspended service	A S, A

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Letters-Memos-Payments-Fees

Local Health Department Info

mackinac

MWEA OSW

Pending Septage Licenses

Photos

pollutionpapers

Powerpoint

Practice Packet

Program Forms

Receiving Facility

Operating Plan Info

Operating Plans Received

Adrian

Benton Harbor - St Joseph WWTP

Betsie Lake Utilities Authority

Big Fish - Charlevoix

Bridgeport Charter Township

Chesaning

City of Kalamazoo

Detroit WWTP

Gallen River Sanitation Sewer Auth

Grand Traverse

Leoni Twp WWSL Jackson Co

Mason WWTP

Menominee WWTP

Monroe Metropolitan WWTP

Mt Clemens WWTP

Muskegon

Niles

North Houghton County

Oscoda Twp WWTP

Rollin-Woodstock WWTP

Sawyer International Airport

Smiths Creek Landfill

Three Rivers

YCLUA

North Houghton County

Mason WWTP

Rollin-Woodstock WWTP

Leoni Twp WWSL Jackson Co

Chesaning

Benton Harbor - St Joseph WWTP

YCLUA

Muskegon

Menominee WWTP

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Three Rivers

Mt Clemens WWTP

Smiths Creek Landfill

Sawyer International Airport

City of Kalamazoo

Bridgeport Charter Township

Oscoda Twp WWTP

Big Fish - Charlevoix

Detroit WWTP

Shortcuts to Facility GP tracking and checklists link

DEQ Operating Plan Memo 060105.doc

Septage Waste Receiving Facility Interim Operating Plan Policy Itr 3-23-05.doc

Septage Waste Receiving Facility Interim Operating Plan Policy ATTACHMENTS.doc

6/21/2006

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TETRA TECH MPS

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MICH DEPT OF ENVIRONMENTAL QUALITY

MAY 4 2006

Water Division
Groundwater Section
WELL CONSTRUCTION UNIT

May 4, 2006

Mr. Matthew Campbell
Septage Program Coordinator
Michigan Department of Environmental Quality

RE: City of Hastings WWTP Septage Plan

Dear Mr. Campbell

Please find attached the proposed Septage Plan for the City of Hastings WWTP. The plan has been reviewed by the City's management and our consultant engineer. Please review and provide any comments or changes you wish to see implemented. Following your review we will seek board approval and public notice the plan. Once finalized we will submit the plan for your final approval and implementation. If you have any questions or concerns, please do not hesitate to call me at 810 252 8884.

Sincerely

H. Blair Selover
Tetra Tech MPS
Plant Operations Manager
710 Avis Drive
Ann Arbor, MI 48108

CC: Brett Wiseley

City of Hastings Wastewater Treatment Plant Septage Receiving Plan

Draft - May 2006

City of Hastings WWTP Septage Receiving Plan

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I. SEPTAGE RECIEVEING FACILITY ADDRESS

The septage receiving facility is located at the City of Hastings Wastewater treatment Plant (WWTP) the Street address is 225 North Cass Street, Hastings MI 49058. The receiving station is located on the Northwest corner of North Cass and Apple Streets.

Contact person: Mr. Tim Girrbach, Director of Public Services
 Telephone # 269 945 2468
 Fax # 269 948 9544

II. HOURS OF OPERATION

The septage receiving facility is open for receiving the septage from approved and permitted septage haulers during the following hours of operation:

Monday through Friday 7:00 AM to 3:00 PM

The septic receiving station is open year round seven days per week 24 hours per day for disposal of recreational vehicle waste and type III marine sanitation devices.

Projected Septage Quantity

The basis of design for the Hastings WWTP indicates the following capacity for treatment:

Annual Average Flow	2.0 MGD
Maximum Monthly Flow	2.25 MGD
BOD Concentration	200 mg/l
Suspended Solids Concentration	180 mg/l
BOD Loading	3340 lbs/day Average
Suspended Solids Loading	3000 Lbs/day Average

The WWTP is currently receiving flows and loading of wastewater at rates considerably less than the design average capacity. The annual average load for year 2004 including RV waste was 1,880 lbs/day for BOD and 2020 lbs/day for suspended solids. Considerable treatment capacity is currently available for assimilation of potential load increases from receiving septage.

A preliminary assessment of the potential impact of septage handling on the WWTP operations was performed in 2005. The degree of impact on the plant operation will depend on the quantity of septage material received by the facility and the available treatment and biomass volume. The potential quantity of septage that may be received on a regular basis is unknown.

The WWTP currently has sufficient reserve capacity to accept loading of a limited amount of septage waste. The current annual average BOD load to the plant from wastewater is approximately 1400 lbs/day below the design average for the facility. The suspended solids load is approximately 980 lbs/day less than the design average. The plant should be able to readily assimilate and treat septage loads up to the annual average design loading of the system. The BOD component of the waste would be the most critical parameter of concern regarding treatment potential.

Allowing for some degree of reserve capacity for the system for normal load variations and for future wastewater increases to the plant, the facility should be able to manage a BOD increase due to septage of up to approximately 600-800 lbs/day. At current wastewater contribution levels, this would allow for a reserve capacity in the plant of approximately 660-860 lbs/day of BOD. An 800 lb/day BOD load due to septage input would equate to approximately 7 truck volumes of 2000 gallons each at the suggested design level BOD concentration of 7000 mg/l as cited in a USEPA survey. Without further experience at the plant with septage input, a target level of seven – 2000 gallon truckloads per day maximum is suggested for planning purposes. However, at this level of septage, the loads need to be managed so that all of the material is not introduced during one short time interval.

Sampling Test and Cost

Ideally, it would be preferable to sample each septage truck before it is dumped into the plant to determine if it would be toxic. Unfortunately, testing for individual parameters would most likely be economically prohibitive. The cost for individual tests are estimated below:

Total Suspended Solids	\$30
------------------------	------

III. CATEGORY OF SEPTAGE WASTE FACILITY WILL ACCEPT

Disposal of septage in Barry County, Michigan is becoming a large problem. As land disposal sites become scarcer and many wastewater treatment plants refusing to accept septage. Independent septage haulers are having difficulty in disposing of waste. The Hastings City of WWTP is currently accepting septage waste at the WWTP. As long as it is cost effective and no NPDES permit issues related to the acceptance of septage arise the city intends to continue to provide the needed service of septage disposal. In 2005 estimates indicate the City accepted approximately 98,000 gallons of septage primarily from recreational vehicles. Assuming the station accepts 10 vehicles per day at 40 gallons per vehicle, over the course of 35 weeks per year. The City of Hastings currently provides this service to recreational vehicles in an effort to promote a cleaner greener Barry County. Recreation Vehicles dump fees are paid directly by the City of Hastings general fund.

This is what we accept:

- Household septage - the septage pumped from home septic tanks, recreational vehicles (RV), cesspool, portable toilet, type III marine sanitation device, or similar storage or treatment works that receives only domestic sewage.
- Sanitary septage from business or industry only on a pre-approved basis.
- All septage from pre-approved non-domestic sources may be pretested for permit parameters. The hauler shall pre-pay for testing the waste, prior to testing in accordance with the City of Hastings estimated cost for testing.

Compliance & Enforcement

- Permitted Septic haulers receiving permit control documents are subject to the same enforcement actions as sewer customers under the City of Hastings Industrial Pretreatment Program.
- Federal regulations [40 CFR 403.5 {a(1)}] prohibit non domestic discharges of pollutants to a POTW (WWTP), regardless of their mode of entry, that would cause pass through or interference. Waste hauler discharges to a POTW, fall within the scope of the General Pretreatment Regulations [40 CFR 403.8 {f} (1) and (2)]. These prohibitions apply not only to toxic pollutants, but also to excessive concentrations of conventional and non conventional pollutants. In addition, if the load has originated from a categorical industry, it remains subject to the EPA's categorical pretreatment standards (i.e., it cannot be introduced into the POTW unless it has been treated to the level prescribed by the applicable categorical standards). If the hauled waste received by a POTW is a "hazardous waste" as defined under the Federal Resource Conservation and Recovery Act (RCRA), the POTW must comply with federal requirements. For a complete discussion of the legal, administrative and technical methods of controlling hazardous wastes, see the EPA Guidance Manual for the Identification of Hazardous Wastes Delivered to Publicly Owned Treatment Works by Truck, Rail or dedicated pipeline.

Total Phosphorus	\$30
Carbonaceous Biochemical Oxygen Demand	\$30
pH	<u>\$10</u>
Total	\$100

This cost is to be borne by the hauler over and above the disposal cost. Obviously, this would prove prohibitively expensive to perform this analysis on every truck load. The City of Hastings will, however sample each hauler a minimum of four times per year to insure compliance and to build up the data for costing based on incoming septage. These samples should be tested for the above parameters as well as volatile total suspended solids, total solids, Total Heavy Metals specifically Cadmium, Copper and Zinc. The cost estimate for this analysis is estimated at \$150 per sample.

Based on the information currently available the following assumptions can be made.

1. Adequate septage treatment capacity is available at the WWTP.
2. Sampling of every truck would be prohibitively expensive. Each hauler sampled a minimum of four times per year for routine parameters would be sufficient. Unless adverse impacts are noted.
3. Non-domestic septage will be regulated under the Industrial Pretreatment Program, and most likely subject to additional and more frequent testing than the certified domestic septage wastewater. Those additional cost will be borne by the hauler.
4. No waste classified as hazardous under RCRA will be permitted for disposal at the POTW.
5. All domestic septage haulers will be permitted, prior to dumping any septage at the WWTP. This will not apply to domestic sources of less than 50 gallons.(i.e. Recreational vehicles)

Dumpage Cost City of Hastings Residents

Septage charges are based on flow and strength of the septage. Standard strength charges can be referenced in Resolution 2005-24. The table below shows the charges using the U. S. EPA standard septage strengths of BOD 7000 mg/L, TSS 15000 mg/L and PO4 250 mg/L. Therefore the charge for Hastings resident charge for septage is 0.073365 per gallon. A detailed description of charges is shown below.

City Resident Septage Surcharge Fees

June - November Current	BOD	TSS	PO4
SURCHARGE THRESHOLD	250	200	7.5
Estimated US EPA loadings	7000	15000	250
CHARGE	0.3	0.37	3.79
FACTOR	2025	5476	919.075
Total \$ surcharge per 2000 gallon load	\$140.45		
\$ surcharge per gallon	\$0.070223		
Domestic and flow charge per gallon	\$0.003142		
Domestic and flow charge per 2000 load	\$6.283420		
Total per 2000 gallon load	\$146.730271		
Total cost per gallon	\$0.073365		

Non Resident Dumpage Cost

Non Resident septage charges are based on the flow and strength costs. Standard strength charges can be referenced in City of Hastings Resolution 2005-24. The table below shows the approximate charges using the U. S. EPA standard septage strengths of BOD 7000 mg/L, TSS 15000 mg/L and PO4 250 mg/L. Therefore the charge for septage is 0.1467303 per gallon. A detailed description of non resident cost is show below.

City Non-Resident Septage Surcharge Fees

June - November Current	BOD	TSS	PO4
SURCHARGE THRESHOLD	250	200	7.5
Estimated US EPA loadings	7000	15000	250
CHARGE	0.6	0.74	7.58
FACTOR	2025	5476	919.075
Total \$ surcharge per 2000 gallon load	\$280.90		
\$ surcharge per gallon	\$0.140446		
Domestic flow charge per gallon	\$0.006284		
Domestic flow charge per 2000 gallon load	\$12.56684		
Total per 2000 gallon load	\$293.460542		
Total cost per gallon	\$0.1467303		

III. A. Application Procedures

Federal regulations [40 CFR 403.5 {a(1)}] prohibit non domestic discharges of pollutants to a POTW (WWTP), regardless of their mode of entry, that would cause pass through or interference. Waste hauler discharges to a POTW, fall within the scope of the General Pretreatment Regulations [40 CFR 403.8 {f} (1)and (2)]. These prohibitions apply not only to toxic pollutants, but also to excessive concentrations of conventional and non conventional pollutants. In addition, if the load has originated from a categorical industry, it remains subject to the EPA's categorical pretreatment standards (i.e., it cannot be introduced into the POTW unless it has been treated to the level prescribed by the applicable categorical standards). If the hauled waste received by a POTW is a "hazardous waste" as defined under the Federal Resource Conservation and Recovery Act (RCRA), the POTW must comply with federal requirements. For a complete discussion of the legal, administrative and technical methods of controlling hazardous wastes, see the EPA Guidance Manual for the Identification of Hazardous Wastes Delivered to Publicly Owned Treatment Works by Truck, Rail or dedicated pipeline.

A permit system is the most direct and efficient method of regulating waste haulers that discharge to a POTW. Implementing a permit system provides the opportunity to monitor and regulate haulers based on the treatment works operating conditions.

When a septic hauler request to dump their waste at the City of Hastings WWTP the Director of Public Services is required to perform the following:

Send a letter requesting the following information:

- Satisfactory evidence of liability insurance as described in section III B of the Septic haulers discharge permit.
- An affidavit for each vehicle which will dump at the WWTP. This will contain the information necessary to set the rate for disposal via tanker volume.
- A written certification the septage will be from domestic sources and not contain any industrial, commercial or hazardous waste.

* Its best management practice to include a copy of the septic haulers discharge permit which describes these requirements with the information letter.

III. B. Septic Haulers Discharge Permit Application

A copy of the application is provided below:

**City of Hastings
Wastewater Treatment Plant
225 North Cass Street
Hastings MI 49058
(269) 945-3083**

SAMPLE COPY OF THE SEPTIC HAULER DISCHARGE PERMIT APPLCATION

To the City of Hastings WWTP, Michigan:

Firm Name _____

Address _____

City, State, Zip _____

Federal Tax Identification Number _____

Address (if different from above) _____

City, State, Zip (if different from above) _____

Emergency Contact Phone Number _____

Authorized Representative / Title _____

The (firm name) _____ hereby requests a permit to discharge Domestic Septage into the City of Hastings WWTP facility.

Applicants must include the following information as part of the permit application

- A. The permittee must carry liability insurance, and provide satisfactory evidence of it to the City of Hastings, in such amounts and form as determined by the City of Hastings. Such insurance shall afford compensation for taking corrective action and for bodily injury and for property damage to third persons caused by accidental releases.
- B. An affidavit is required to be on file with the City of Hastings for each license truck prior to disposing of the waste affirming that only domestic septage wastes are being disposed of.

Date: _____ Signed: _____

Application approved and permit granted

Date: _____ Signed: _____

III. C. Sample copy of an Affidavit

STATE OF MICHIGAN)

) ss

County of Michigan)

I, _____, being duly sworn deposes and say that
(NAME)

I am the _____ of _____, located
(TITLE) (NAME OF FIRM OR BUSINESS)

at _____.
(ADDRESS)

I make this affidavit based on personal knowledge. I am authorized to make this affidavit on behalf of the above company, and further, state that I am licensed to haul and dispose domestic septic tank sludge waste by appropriate regulatory agencies pursuant to septic tank waste transportation requirements.

License Number _____

Tax ID Number _____

I further State that the waste being disposed of at the City of Hastings WWTP for disposal and processing contains only domestic septage waste approved by the receiving facility. These waste are not hazardous, industrial or commercial in origin and further, they do not contain toxics or other forbidden deleterious matter.

The licensed truck is described as _____ and
has a capacity of _____ gallons. VIN# _____

The foregoing statement has been read by me and its terms are fully understood. Further the above statements are true and to the best of my knowledge.

This statement is made subject to the penalty of perjury.

Subscribed and sworn to be this

_____ Day of _____ 20____.

Notary Public _____, County, Michigan.

My Commission Expires: _____.

III D. Permit Issuance

Upon receipt of a satisfactory evidence of insurance and a notarized affidavit form for each tanker, a permit may be issued to the hauler. The duration of the permit is generally one year but is subject to the discretion of the Director of Public Services.

Any special conditions that the director of Public services wishes to impose on a hauler should be included in Section 4 of the permit. I.e., the steam cleaning of tanks which are also licensed hazardous waste prior to the transportation of septic waste to the City of Hastings WWTP.

- Note: 1. The City of Hastings may require analysis of any hauled waste prior to acceptance.
2. All permitted Septic haulers are subject to the same provisions as the industries as businesses included under the City of Hastings wastewater Treatment Ordinance.

Permit Number _____

A SAMPLE COPY OF SEPTIC HAULER DISCHARGE PERMIT

In Accordance with the provisions of the City of Hastings Wastewater Ordinances, Chapter 82,
Article II

Waste Hauler Name: _____

Location Address: _____

Authorized Representative: _____

Is hereby authorized to discharge hauled domestic septage to the City of Hastings WWTP, located at 225 North Cass Street, Hastings MI 49058. In accordance with the conditions set forth in this permit. Compliance with this permit does not relieve the permittee of its obligation to comply with any applicable pretreatment regulations, standards or requirements under Federal, State or Local laws, including any such regulations, standards, requirements or laws that may become effective during the term of this permit.

Noncompliance with any term or condition of this permit shall constitute a violation of the City of Hastings sewer use ordinance.

This permit shall become effective on _____ and shall expire at
midnight on _____.

If the permittee wishes to continue to discharge after the expiration of this permit, request must be filled for a renewal permit a minimum of 180 days prior to the expiration of the permit expiration date.

By: _____
Director of Public Works

Issued on this _____ day of _____, 20_____.

SECTION 1: Discharge Requirements

- A. The discharge of all hauled waste must be preformed at the following designated areas: City of Hastings WWTP dump station. Discharge to the City of Hastings sewer system at any other location is prohibited. The permittee must provide prior notice to the city of Hastings of the intent to discharge and the actual discharge must be supervised by plant personnel. In all cases, discharge may only be performed Monday through Friday 7:00 a.m. to 12:00 p.m. and 12:30 p.m. to 3:30 p.m.
- B. Hauled waste are subject to sampling by the City of Hastings. The hauler may also be required to suspend the discharging of wastes until the analysis is completed. The City of Hastings reserves the right to refuse permission to dump any load.

SECTION 2: Specific Limitations

- A. Any non domestic, commercial or industrial waste that may contain pass through pollutants or interference with the wastewater treatment plant operations or that violates Federal, State or local restrictions shall not be discharged to the wastewater treatment plant.
- B. The permittee is prohibited from discharging waste with the following characteristics.
- Having a pH lower than 5.5 or higher than 9.5
 - containing fats, wax, grease, or oil of petroleum origin, whether emulsified or not, in excess of one hundred (100) mg/L or containing substances which may solidify or become viscous at temperatures between thirty two (32°F) and one hundred and forty (140°F) degrees Fahrenheit or (0°C) and (60°C) degrees Celsius.
 - Containing any gasoline, benzene, naphtha fuel oil or other flammable or explosive liquids, solids or gases.
 - Having a temperature higher than 104°F or 40°C
 - Containing ashes, cinders, sand, mud, straw shaving, metal, glass rags, feathers, tar, plastics, wood, paunch, manure, or any other solids or viscous substance capable of causing obstructions or other interference with proper operations of the sewer system or the wastewater treatment plant.
 - Containing any Pollutant, including oxygen demanding pollutants (BOD, COD ect.) at a flow rate and/or concentration which will cause a pass through of pollutants to occur or an interference with the City of Hastings wastewater treatment facility's operations or sludge use and/or disposal practices.

- C. The permittee is prohibited from discharging waste which exceed the following limitations:

Arsenic	0.49 mg/L
Cadmium	0.041 mg/L
Chromium	0.50 mg/L
Copper	3.05 mg/L
Cyanide	0.86 mg/L
Lead	1.48 mg/L
Mercury	0.0002 mg/L
Nickel	4.74 mg/L
Silver	1.29 mg/L
Zinc	2.61 mg/L
Oil & Grease	100 mg/L

SECTION 3: Monitoring and Records

- A. The City of Hastings requires a source information list. The list shall contain information regarding the wastes from and the signature of each waste generator. The hauler shall also sign the form indicating that he has accepted no wastes other than those listed. The list may be reviewed by a city of Hastings representative prior to discharge. Failure to accurately record every load, falsification of data or failure to transmit the list to the plant operator prior to discharge may result in revocation of this permit.
- B. Any waste identified as coming from a non-domestic, commercial or industrial users, as defined in the City of Hastings Sewer Use Ordinance Sec. 82-191 may require sampling prior to pick up by the waste hauler and the results of that sampling submitted to the city of Hastings. The permittee must receive approval from the City of Hastings prior to pick up and hauling of said non-domestic, commercial or industrial wastes.
- C. The permittee shall retain records of all monitoring information, Source Information List, copies of all reports required by this permit and records of all data pertaining to hauled loads for a period of at least three years. This period may be extended by request of the City of Hastings at any time.

SECTION 4: Special Conditions

- A. The permittee must carry liability insurance and provide satisfactory evidence of it to the City of Hastings, in such amounts and form as determined by the City of Hastings. Such insurance shall afford compensation for taking corrective action and for bodily injury, and for property damage to third persons caused by accidental releases.
- B. An affidavit is required to be on file with the City for each licensed truck PRIOR to disposing of the waste, affirming that only domestic septage waste are being disposed of.

- C. The rate for disposal shall be based on the capacity of the tank irrespective of whether the tanks are full or partially loaded.

IV. PROCEDURES FOR RECEIVING SEPTIC WASTE

Upon entry into the City of Hastings WWTP a permitted hauler is required to report to plant operations personnel. The driver will complete the load log sheet prior to discharge documenting the time discharge begins and ends. Failure to initiate or complete the log sheet shall constitute a illegal discharge. If a septic hauler is required to sample the load, the WWTP operator will sample the load. The septic hauler may be instructed to split the sample for the haulers record. The operator will record the sample and provide the results to the hauler.

A. Fees

Haulers source information load sheets will be used to generate billing for septic haulers. Invoices will be sent out on a monthly basis and are payable to the City of Hastings. Charges for disposal services shall be billed monthly by the water department on the first days of the following month and shall be payable prior to the 21st day of that month. If not paid by the 21st day of the month billed, a ten percent penalty shall be added. Septic disposal invoices should be mailed to the City of Hastings Clerks office located at 201 East State Street, Hastings MI 49508 or paid directly at City Hall.

B. Source Information

Section 3A of the septic haulers discharge permit states that a source information list is required for each load of waste dumped at the City of Hastings WWTP. Upon entry to the City of Hasting WWTP the permitted septage hauler shall report to the operations staff and submit a source information list the completed form is then processed and filed by the WWTP.

SAMPLE SOURCE INFORMATION LIST

CITY OF HASTINGS WASTEWATER TREATMENT PLANT SEPTIC DUMPING SOURCE INFORMATION LIST

Waste Hauling Company Name _____ Waste Hauler Permit Number SV- _____

Date	Name and Address of Customer	Customer Phone Number	Source of Waste	Estimated Volume of Waste
1. Date	Name			
	Address			
	City/Zip			
2. Date	Name			
	Address			
	City/Zip			
3. Date	Name			
	Address			
	City/Zip			

I certify that the information listed here is true, accurate and complete. I am aware of the conditions and requirements of the Septic Haulers Discharge permit. I understand that failure to comply with the permit may result in immediate suspension of the permit and/or possible penalties as may be allowed by law.

DRIVER/OPERATOR _____ SIGNATURE _____
PLEASE PRINT

THIS SECTION TO BE COMPLETED BY CITY OF HASTINGS WWTP OPERATIONS
STAFF AT THE TIME OF DISCHARGE

DATE _____ TIME _____ INFORMATION COMPLETE _____

SAMPLE COLLETED _____ WASTE ACCEPTED BY _____

C. Pre-Approval of Non-Domestic Hauled Wastes

The City of Hastings will accept hauled waste from non-domestic septic tank customers on a pre-approved basis. The decision to accept waste is based on the nature of the non-domestic activity and any evidence that the waste is acceptable. ie, a sample may be taken for testing.

V. ENFORCEMENT RESPONSE PROGRAM

Table 7, as shown on the next page, serves two purposes for the City's Septage disposal program. First it identifies the anticipated violations and establishes the appropriate actions based on nature of the violation and other relevant factors.

Second it promotes the consistent and timely use of enforcement remedies which, in addition to eliminating uncertainty concerning enforcement, lessens the likelihood of a successful challenge based on charges of "selective enforcement" or harassment.

Use of the guide involves straightforward application of the following procedure:

1. Identify general types of violation (boldface), then select the specific noncompliant situation (from column 1).
2. Identify nature of the particular violation (from column 2)
3. Obtain appropriate responses, which escalate in an ordered manner as needed to ensure a return to compliance (from column 3).
4. Identify responsible official to apply and follow-up on the appropriate responses (from column 4).

Effectiveness Reassessment

The City will periodically re-evaluate the effectiveness of its enforcement response procedure relative to accomplishing existing and/or new program goals. This review will be conducted with the following objectives:

- Ensure violators return to compliance as soon as possible.
- Penalize noncompliant users for pretreatment violation.
- Deter future noncompliance.
- Recover any additional expense attributable to the noncompliance.

TABLE 7
ENFORCEMENT GUIDE

GENERAL VIOLATION SPECIFIC SITUATION	NATURE OF NONCOMPLIANCE	APPROPRIATE RESPONSES*	RESPONSIBLE
I. UNAUTHORIZED DISCHARGE			
A. No Permit, where required	1. User unaware of requirement; no harm to the WWTP or environment	a. Phone call; NOV with permit application form	S
	2. User unaware of requirement; no harm to the WWTP or environment	a. Cease and Desist Order	S, A
	3. Failure to apply continues after notification	a. AO with possible fine b. civil action and or criminal prosecution c. Suspend service	S A S, A
B. Failure to Renew Permit, Where Required	1. Application not submitted by due date	a. Phone call; letter within 15 days b. NOV within 45 days	S S
	2. Failure to reapply continues after notification	a. AO with possible fine. b. civil action and/or criminal investigation c. Suspend service	S A S, A
C. Discharge of Materials Other Than in Permit Applications, Where Required	1. Unintentional; no impact on WWTP or environment	a. NOV	S
	2. Harm to WWTP or environment; or evidence of intent/negligence	a. A.O., with possible fine b. Civil action and/or criminal prosecution	S A
	3. Recurring violation	a. Suspend service	S, A
II. Violation of Discharge Limits			
A. Exceedance of Specified Limit and/or General Discharge Prohibition	1. Isolated/ not significant	a. Phone call and or letter	S
	2. Isolated/significant; no harm to WWTP or environment	a. NOV b. AO, with possible	S S
	3. Isolated/Significant; no harm to WWTP or environment	a. AO, with possible fine	S
	4. Recurring; no harm to WWTP/environment	a. NOV b. AO with possible fine	S S
	5. Recurring/significant; harm to POTW or environment	a. Civil action b. Suspended service	A S, A